



REOPENING PLAN 2020-2021

READING COMMUNITY CITY SCHOOL DISTRICT



FIRST DAY OF SCHOOL

August 31	Students Grades 6-12
September 1	Students Grades 1-5
September 2	Students Grades PK-KDG

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Superintendent's Message

Reading Community City Schools is looking forward to welcoming students back for the 2020-2021 school year. The COVID-19 pandemic forced an early end to students on campus in the spring of 2020 and the closure period impacted all members of the school community in various ways, including our students and families that we support academically, socially, and emotionally each day.

The reopening of schools is a tremendous challenge not only as we work to bridge gaps from last year to this year, but looking at all aspects of our organization to ensure a safe, secure, and supportive environment for all students. However, we recognize that for a variety of reasons, returning to school may present risks and challenges for some that are impossible to ignore or overcome. Returning to school this fall is a very personal decision for each family. RCCSD is here to support all of our students and families as we navigate a new school year under very different circumstances than years past.

The Reading Community City Schools Reopening Plan is focused on the educational, operational, logistical, and supportive aspects of returning to school safely for students and staff. Together with the Board of Education, the district administrative team has worked with our Staff Advisory Team, Parent Advisory Committee, health services professionals, technology support, custodial services contractor, food services director, the Hamilton County ESC, and neighboring school districts while creating a reopening plan using guidance from state and national sources as well as local survey data.

Safety protocols for the district and specific to each building will look different than it did in March of 2020. These are being established to mitigate the spread of COVID-19 within our school community and provide the best opportunity of remaining open and in session for student learning, growth, and development in the 2020-2021 school year. Your support in achieving this goal is appreciated beyond words.

Stay safe and be well...Go Blue Devils!

Jason Enix
Superintendent
Reading Community City Schools



Option 1: Remote Learning

Students remote learning daily with online support from RCCSD staff.



Option 2: Blended Learning

Students attend combination of in-person classes and remote learning. Students/Families will be given an option to request a morning or afternoon on campus schedule with remote learning the remainder of the school day.

Morning Cohort

<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
8:20-11:20 On Campus	8:20-11:20 On Campus	Remote Learning All Day	8:20-11:20 On Campus	8:20-11:20 On Campus
12:30-3:30 Remote Learning	12:30-3:30 Remote Learning	Remote Learning All Day	12:30-3:30 Remote Learning	12:30-3:30 Remote Learning

Afternoon Cohort

<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
8:20-11:20 Remote Learning	8:20-11:20 Remote Learning	Remote Learning All Day	8:20-11:20 Remote Learning	8:20-11:20 Remote Learning
12:30-3:30 On Campus	12:30-3:30 On Campus	Remote Learning All Day	12:30-3:30 On Campus	12:30-3:30 On Campus

School Hours For All Students

Morning Cohort 8:20 a.m. -11:20a.m.

Afternoon Cohort 12:30 p.m. - 3:30 p.m.

First Day of School

August 31 Students Grades 6-12

September 1 Students Grades 1-5

September 2 Students Grades PK-KDG

***This plan will be in place for the first semester of the school year. We will evaluate the progress of COVID-19 and determine second semester plans by December 1.*



Remote Learning - Key Points

- EXPECTATIONS WILL BE DIFFERENT THAN DURING THE CLOSURE PERIOD IN SPRING OF 2020
- Students and families choosing this option will be selecting remote learning for the first semester, with an opportunity to return to in-person learning at the start of the second semester
- Students will be issued a district Chromebook or utilize a home device capable of accessing online content
- Students will be expected to engage daily with content/instruction/virtual learning via Google Classroom and/or other online learning platforms assigned
- Deadlines for completing work will be established by classroom teachers and students will be held accountable for timely completion of assignments and assessments
- Traditional letter grades will be determined through student performance and evidence of learning.
- Students will be expected to interact regularly with assigned RCCSD teaching staff via email and/or Google Meet
- Students choosing this option should be self-disciplined, internally motivated, and capable of meeting varied deadlines and requirements primarily independently
- Parents and families selecting this option should recognize these characteristics and support students in establishing habits and routines for the greatest opportunity of success



Blended Learning - Key Points

- Students MUST wear a mask while on RCCSD campus (unless medical documentation is provided that demonstrates wearing a mask is unsafe). The district will provide students with a mask but students may wear their own mask or gaiter
- Teachers will wear masks and/or face shields while in classrooms and interacting with students.
- Students must follow all posted signage and traffic patterns established within each building
- District personnel will enforce all safety expectations and protocols. Students that fail to meet building/district safety expectations will be reminded of safety protocols/expectations, parents/guardians notified, and may be required to transition to remote learning if repeatedly in violation
- Omnia360 is our district custodial contractor. Additional staffing and cleaning/disinfection protocols will be implemented to ensure the safest environment possible for students and staff
- RCCSD will require flexibility and agility to transition to remote learning as a district when needed and/or directed by the Ohio Department of Health, Hamilton County Department of Health, or other entity authorized to provide orders in school district operations



Blended Learning - District Expectations



BEFORE SCHOOL

- School building doors will remain locked until 8:05 a.m. for the morning session and 12:15 p.m. for the afternoon session. Students will not be permitted to enter the building prior to those times and parents should not drop off students prior to the building doors opening

Parents/Families will:

- Complete student self-assessment for COVID-19 symptoms, including temperature check. Students must be symptom free and with a temperature less than 100°F. [Click here](#) for symptoms that must be checked daily prior to arrival
- Keep students home if symptomatic or ill and notify the school of absence. Parents are encouraged to contact the primary care physician for assessment
- Assist/support district arrival process to ensure safe practices of starting the school day

BEFORE SCHOOL/ARRIVAL

Transportation

School Bus/Daycare Vans

- Temperature checks will be completed by transportation personnel prior to boarding
- Students MUST wear a mask beginning at the bus stop/transportation pick up. Masks MUST be worn throughout transportation and arrival procedures

Car Drop-Off

- Temperature checks will be conducted by school personnel prior to unloading and entering the school building
- Students MUST wear a mask when exiting vehicles and throughout arrival procedures

Student Drivers

- Temperature checks will be conducted prior to entering RHS
- Students MUST wear a mask when exiting vehicles and throughout arrival procedures

Walkers

- Temperature checks will be conducted prior to entering the building
- Social distancing must be maintained while on the RCCSD campus
- Students MUST wear a mask while on the RCCSD campus and throughout arrival procedures

Students will:

- Be screened for a temperature prior to entering the building
- Report directly to homeroom or first class period each day upon arrival
- Not be permitted to congregate in the cafeteria, hallways, or at lockers
- Maintain six feet of social distancing
- Wear masks throughout the arrival procedures
- Follow all established traffic patterns and building-specific protocols for arrival at school



ARRIVAL

Teachers/Staff will:

- Assist in arrival procedures and be available in classrooms, hallways, and common spaces to support students
- Assess temperatures of students prior to entering the building as assigned by principals
- Provide supervision for students throughout the arrival process
- Wear masks throughout arrival process

Administration will:

- Coordinate arrival procedures and schedule appropriate staff to meet established protocols
- Assist with arrival procedures and support students/staff during this time
- Wear masks during arrival process

Custodial Staff will:

- Ensure classrooms have been cleaned, disinfected, and are prepared with supplies needed for the start of the day (hand sanitizer, wipes, etc.)
- Clean and disinfect contact surfaces throughout the arrival process
- Provide ongoing support with cleaning and sanitizing in needed areas throughout the building

CLASSROOMS

Students will:

- Use hand sanitizer when entering the classroom
- Wear masks while in the classroom
- Wipe down desks/chairs prior to leaving the classroom
- Maintain social distance throughout instruction/learning time
- Use district-assigned Chromebook, school supplies, or personally assigned resources during class; shared items/resources are not permitted
- Be permitted to use extended learning areas during class periods with teacher permission, provided social distancing measures can be maintained; clean and wipe down furniture when finished

Teachers/Staff will:

- Wear a mask and/or face shield when in the classroom and in common spaces
- Arrange classrooms with approximately 6 feet of distance between desks/tables
- Incorporate "mask breaks" in appropriate locations and at appropriate times as possible during class
- Ensure students are socially distanced while in the classroom
- Require students to use personal supplies or assign student resources to individual students
- Incorporate restroom breaks/schedules developed by buildings that ensure minimal students interactions
- Maintain distance from students as possible
- Use outdoor spaces to their full capabilities



CLASSROOMS

Administration will:

- Develop master schedules to limit the number of classroom transitions throughout the school day
 - To the extent possible, RES and RMS students will be assigned to cohorts for class scheduling and staff will move classrooms to minimize student interactions in the hallway
 - RHS will develop a class transition schedule to minimize student interactions in hallways and lockers
- Ensure classroom furniture is configured to maintain distancing requirements
- Work with building leadership teams to create appropriate schedules and procedures for student transitions, restroom usage, locker times, and mask breaks for students

Custodial Staff will:

- Frequently circulate the building to disinfect surfaces, touch points, and restrooms during class time
- Regularly restock classroom cleaning/disinfecting supplies, including hand sanitizer

HALLWAYS, LOCKERS, AND COMMON AREAS

Students will:

- Wear a mask at any time outside of the classroom
- Be able to bring a water bottle and use refill stations; drinking fountains will not be accessible
- Report immediately to the classroom when changing classroom locations.
- Follow established traffic patterns and signage for movement and transitions throughout the building; social distancing guidelines should be followed at all times
- Use lockers at classroom/building assigned times

Teachers/Staff will:

- Establish protocols and routines for student movement/transitions based on building developed guidelines; practice and reinforce with students regularly
- Monitor student movement and transitions that follow building established traffic patterns and signage
- Follow building established protocols for using extended learning areas and lockers

Administration will:

- Work with building leadership teams to establish appropriate movement and student traffic patterns/protocols
- Develop proper signage to reinforce traffic patterns
- Establish schedules for locker usage
- Ensure that student transitions between classes minimize student interactions

Custodial Staff will:

- Frequently circulate the building to disinfect surfaces, touch points, and restrooms
- Restock hand sanitizer dispensers throughout the building



INSTRUCTION AND LEARNING

Students will:

- Be issued a Chromebook and should expect to use it daily; Chromebooks should come to school charged
- Engage with instruction and classroom activity assigned; while remote, continue assigned learning daily
- Be expected to complete assigned work both in the classroom and at home
- Shift to remote learning exclusively as needed - sickness, mandated closure, quarantined, inclement weather, etc.

Teachers will:

- Provide instruction for both remote learning and in-person classes
- Develop instructional practices that reflect social distancing requirements
- Design lessons allowing all students (remote or in-person) to access the content and resources necessary to meet standards and learning expectations
- Adhere to guidelines established for safe operating environments; performance based classrooms (band, choir, PE, lab courses, etc.) must follow best practice instructional methods for maintaining distancing and safety requirements
- Be prepared to shift to remote learning with minimal notice; student/staff illness, inclement weather, mandated closure, etc will result in continuing instruction remotely
- Maintain high expectations for engagement and learning for all students and expect that parents and families support the educational process from home when available or capable.
- Communicate with families regarding progress and/or concerns with student engagement or learning

Parents will:

- Support the instruction and learning at home to the greatest extent possible
- Maintain expectations for engaging in remote learning while students are not physically at school
- Communicate with teachers as needed to support student learning

Administration will:

- Provide instructional leadership to support instruction and learning for all students
- Create master schedules to align with in-person blended learning model
- Assist in communicating and maintaining high expectations for students
- Reinforce accountability measures to ensure student engagement and success
- Ensure instructional practices meet the guidelines established for safe classroom environments



CAFETERIA - BREAKFAST/LUNCH

Students will:

- Be dismissed from the morning session prior to lunch; lunch will be available as a grab and go when leaving school and a breakfast item for the next day will also be provided
- Arrive for afternoon session and lunch will be available as a grab and go option on the way to class; a breakfast item will be provided for the next day
- Not be permitted to use the cafetorium for breakfast or lunch
- Be required to wipe off desks prior to and following lunches in classrooms

Teachers/Staff will:

- Assist in distribution of breakfast/lunch items for students
- Assist students in clean up and maintaining a clean classroom environment following lunch
- Cafeteria personnel will be required to wear appropriate safety equipment for handling food and delivery
- Be provided time for their own lunch period

Administration will:

- Develop logistics and structure to support distribution of breakfast/lunch for students
- Support teachers in implementation of classroom procedures for maintaining clean environments
- Coordinate custodial services to support classrooms and teachers following lunch

OFFICES AND VISITORS

Students will:

- Limit visits to the office except as requested by teachers or office personnel; permission is required
- Maintain social distancing at all times

Teachers/Staff will:

- Wear masks or face shields and protective barriers will be installed between workstations and visitors.
- Require sign in procedures when entering the office

Administration will:

- Develop procedures for limiting visitors inside the building. This will include sign-in/sign-out procedures, parent meetings, open house/walkthroughs, conferences, and other visitors
- Support office personnel in implementing safe practices for office space

Parents/Families/Visitors will:

- Wear a mask, perform a self-assessment screening, and sign in stating he/she is symptom free prior to entering the building
- Maintain social distancing at all times
- Call for an appointment when requesting a meeting; virtually meet with district personnel when possible to limit the number of individuals in the building
- Follow all signage and traffic patterns within the building



HEALTH PROTOCOLS

Students will:

- Stay home if sick, has a fever of 100°F or higher, or has been in contact with a person testing positive for COVID-19; students will participate in remote learning on days not in school as possible
- Remain at home until permitted to return based on health department guidelines
- Follow all directions and protocols for entering the clinic or other health related spaces in the building
- Report to the clinic if feeling sick; after assessment, remain in an isolation room staffed by district personnel until picked up from school

Nursing staff will:

- Provide leadership and guidance routinely for implementing safe practices in the building for students, staff, and visitors
- Proper PPE will be provided for all nurses in the district
- Will oversee and monitor checking student temperatures prior to entering the building, along with symptom checks
- Students with a fever of 100°F or greater will not be permitted to enter the building
- Develop and support educational materials for proper hygiene, handwashing, wearing masks, social distancing, and other health/safety measures
- Provide regular health services to meet health and safety needs of students

Administration will:

- Support nursing staff in implementation of clinic procedures related to COVID-19 protocols
- Clearly communicate with parents/families regarding all aspects of health services, with support from district nurses
- Assist staff with developing classroom procedures for tracking and tracing student interactions with others

Parents/Families will:

- Will be notified and expected to pick up the student as soon as possible if student is symptomatic or not feeling well; a sick student is a health risk to other students and staff and should be picked up from school within one hour of being contacted
- Maintain accurate contact information in Final Forms
- Arrange multiple methods for picking up a student that has become ill



STUDENT/STAFF EXPOSURE PROTOCOLS

If exposed to COVID-19 or a presumed case of COVID-19:

- Individual must stay home for 14 days after last exposure
- Monitor symptoms - temperature, cough, shortness of breath, or other symptoms
- If no symptoms after 14 days, individual may return to school

If exhibiting symptoms at school:

- Individual is immediately separated from others
 - Student sent to isolation room, with staff supervision, to await parent pick up
 - Staff relieved of duties and sent home
- Areas of the building where student/staff has occupied will be closed and thoroughly cleaned/disinfected

Returning to school - all of the following criteria must be met

- Fever free for 72 hours without the use of medication
- Symptoms have improved
- At least 10 days have passed since symptoms first appeared
OR
- If testing is available, a positive COVID-19 test but without symptoms may return after all of the following has occurred
 - Continue to show no symptoms 10 days have passed since positive test
 - Have 2 negative tests at least 24 hours apart
 - May be required to provide letter from health care provider or Department of Health